

ROUTING AND RECORD SHEET

DDA/REG
LOGGED

SUBJECT: (Optional)

PROPOSED CHILD DAY CARE CENTERS AT AGENCY SATELLITE AREAS

FROM: R.M. Huffstutler
Deputy Director for Administration
7D18 Headquarters

EXTENSION

NO.

OP 89-0139

DATE

1 FEB 1989

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Executive Registry
7E12 Headquarters

02 FEB 1989

W

2.

3. Executive Director

03 FEB 1989

✓

4.

5. Deputy Director, Employee
Benefits and Services

6.

7.

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14.

15.

DCI
EXEC
REG

CONFIDENTIAL

B-101-11

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OP 89-0139



MEMORANDUM FOR: Executive Director

FROM: R. M. Huffstutler
Deputy Director for AdministrationSUBJECT: Proposed Child Day Care Centers at
Agency Satellite Areas

25X1 1. Action Requested: That you approve the recommendation in paragraph 3
25X1 that the Central Intelligence Agency (CIA) participate in the planning and
25X1 funding of a child day care facility in the [] area; that similar
facilities be explored for our satellite areas such as NPIC, []
[] and that funding for such facilities be explored with the
Comptroller in view of the broad Agency impact.

2. Background: With the establishment of a child day care facility at
Headquarters, similar facilities to accommodate the needs of employees at our
satellite areas should also be considered. Preliminary surveys of our
satellite areas indicate a positive interest in near-site child day care,
particularly at NPIC and []

25X1 Recently, the United States Geological Survey requested CIA
25X1 participation in a Federal/Consortium sponsored child day care facility in
Reston. []

25X1 [] While we are not obligated to follow the guidelines it is
consistent with the child day care space allocation at Headquarters. Funding
for our proportional share is estimated to be \$50,000 for start-up costs
(supplies, equipment, and initial salaries) and \$120,000 annually for rent,
utilities, maintenance, and security. Participation in the Federal/Consortium
has an added benefit in that currently the General Services Administration
would be responsible for locating suitable child day care space and providing
funds for initial renovation. No CIA controlled space would be involved.
Similar arrangements would be explored for child day care facilities at our
other satellite locations.

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SUBJECT: Proposed Child Day Care Centers at
Agency Satellite Areas

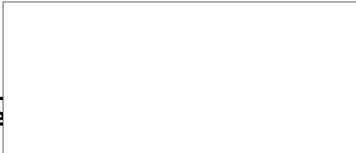
3. Recommendation: It is recommended that you approve CIA participation in a Federally sponsored child day care facility in the Reston area; that similar facilities be explored for our satellite locations; and that in view of the broad Agency impact, funding of such facilities be explored with the Comptroller.



R. M. Huffstutler

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APPROVED:



Exe

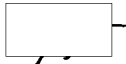
Date

2/15/89

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1989 costs to be net by DA.

Let's build / design / size our Reston
effort to fit within \$120K / year
limit Comptroller suggests. This
appeal doesn't constitute a
commitment to supply services
elsewhere as may not be able
to afford.



STAT

*1989 costs to be net by DA. Let's build/design/
size our Reston effort to fit within \$120K/year
limit Comptroller suggests. This appeal doesn't
constitute a commitment to supply services elsewhere

EBS/Day Care/CTaylor (12 Jan 89)

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Distribution:

Orig - Addressee (To be returned to EBS for retention)

2 - ER

2 - DDA

1 - DERS